

WNYRIC Advisory Council Meeting

May 27, 2016 12:00 p.m. – 2:30 p.m.

Ellicottville Central School District, 5873 Route 219, Ellicottville

DL Sites: Erie 1 BOCES, 355 Harlem Road, West Seneca, Room A2, Erie 2 LoGuidice Room 1 9520 Fredonia Stockton Road, Fredonia, CA Olean DL Room, 1825 Windfall Road, Olean, ON DL Room at Tech Center, 4124 Saunders Settlement Road, Sanborn, No Site for GST

Attending at Erie 1 BOCES:

Don Skotnicki – Erie 1 BOCES	Jan Mathis - WNYRIC
Jim Fregelette – Erie 1 BOCES	Pat Hochadel - WNYRIC
Rosanne Huffcut - WNYRIC	Will Westoven - WNYRIC

Attending at Ellicottville CSD:

Carol Barber – Erie 1 BOCES	Barb Mocarski - WNYRIC
Clark Godshall – ON BOCES	Danielle O'Connor - Frewsburg
Tim Cox – CA BOCES	Glenn Niles - Arkport
Greg Woytila – North Tonawanda	Kyle Lyon - WNYRIC
David O'Rourke – Erie 2 BOCES	Lynda Quick – CA BOCES
Maureen Donahue - Southwestern	Tim Mains - Jamestown

Attending via DL Sites:

Maureen Taylor - WNYRIC	Bob Spino – Erie 2 BOCES
Jean Rexford – WNYRIC – via phone	Jeffery Hazel – Niagara Wheatfield

Absent :

Brian Russ – East Aurora	Chris Smith - Bath
Mike Pavlock - Scio	Eric Lawton – West Valley
John Montesanti - Wilson	Jason Smith - Lyndonville
James Frame – GST BOCES	Jennifer Lilly - WNYRIC
Paul Cone – Caniseto Greenwood	John O'Connor – Erie 2 BOCES
Joe Steinmetz – ON BOCES	Karen Cuddy-Miller – Grand Island
Taweepon Sminski - Akron	Lynn Fusco – Erie 1 BOCES
Maria Sommerfeldt - Depew	Mary Beth Genovese-Scullion – Tonwanda
Patrick Flaitz - Hornell	Mike Watson – Allegany Limestone
Margaret Munson – GST BOCES	Patricia Hartigan – ON BOCES
Michelle Okal-Frink - WNYRIC	Rich Calkins – Alfred Almond
Michael Graf – CA BOCES	Tim Clarke – CA BOCES

Administrative Items:

- *Call to order*
 - Advisory Council meeting was called to order at noon by Greg Woytila
- *Greg Woytila- Roll call*
 - Introductions were made by region.
 - Membership updates: None were made

- *Minutes of March 17, 2016*, Greg asked if there were any questions/corrections regarding the minutes of March 17th and there were none. Glenn Niles made the motion to accept the meeting minutes; Clark Godshall seconded the motion. The minutes were unanimously accepted. (12-yes/0-no/0 abstain).
- *Approval of May 27, 2016 agenda*
Greg asked if there were any questions/corrections/additions regarding the agenda for May 27, 2016 and there were none. Lynda Quick made the motion to accept the agenda seconded by Bob Spino. The agenda was unanimously accepted (12 yes/0 no/0 abstain).

Broadband and Effectiveness of Network— Kyle Lyon

- *Update – Broadband Steering Committee*
 - The Broadband Steering Committee held their first meeting on May 18th . A traffic report was generated from Solarwinds that displayed broadband utilization from the previous three months. A brief discussion was held on how the traffic report was generated and the need for a more detailed report to be available to districts.
 - Discussion was held on the need to monitor and analyze historical traffic utilization trends in order to plan for future growth.
 - Districts all have access to Solarwinds in order to monitor their own usage or to see their “top usage areas”.
 - Each DS will nominate a member from two of their component districts to join the steering committee.
 - Future meetings will be held 1 week prior to Advisory Meeting Schedule. Calendar invitations will be sent out to committee members once the additional members have been communicated by the District Superintendents.
 - This committee will be added to the advisory council membership roster for easy access to the member list.

Smart Schools Bond Act updates—Carol Barber for Michelle Okal-Frink

- Michelle keeps everyone update via the Smart Schools Listserv
- First round of approvals happened; many were for classroom devices.
- Second meeting should be scheduled some time in June

Education Law 2d—Barb Mocarski

- No update at this time

Technology Survey Tool—Carol Barber for Michelle Okal-Frink

- Tech Plan meeting was held on May 19th for all districts. Recording of meeting was sent out to CSLO listserv. Tech Surveys are due for certification by June 30th. The portal will close on September 1st. Michelle is sending a request for members of a tech survey listserv to the districts so that notification does not have to go to the CSLO listserv which includes members who don't want the tech survey information.

New Business:

- **QZAB –**
 - No update at this time
- **LCD Panel Lawsuit Money – Jim Fregelette**

- Erie 1 BOCES/WNYRIC Submitted a claim on behalf of BOCESs and school districts who purchased through the WNYRIC during the period of time specified in this legal action. The time period was over 8 years. This was with the Attorney General's Office. We have received an award and will be returning the money to each district. Clark asked that a letter go to each district letting them know what their award will be. Jim will follow through on this. A BOCES would only receive money in this return if they had purchased through Erie 1 BOCES. The reimbursement will happen before the end of the fiscal year and will be a separate check.

793 Plan highlights—Rosanne Huffcut highlighted the following:

- 2.1 RFPs closed May 23rd—coding, assistive technology, STEM. These will be awarded in July
- 5.4 OPALS College ON Track and IXL were recently added to the list of products available for data integration
- 7.1 The Financial/HR Team has initiated conference calls with the financial software vendors on how to improve the process for 2016 for tracking and producing the 1095C forms according to the Affordable Care Act guidelines. The PDP software application team has developed a means to track the CTLE and ELL hours to meet the new updated Certification tracking requirements by SED.
- 7.3 Two vendor solutions (Blackboard and SchoolMessenger) were conditionally awarded and we are in contract discussions.
- 7.4 Financial/HR Team has now converted 7 districts to the nVision software. The team also produced 5190-1095C Affordable Care Act forms for 16 districts who choose to produce the forms out of the financial software. Finance Manager will be supported for many years.
- 7.5 Financial & HR Teams are holding the Spring User Group Meetings and workshops to assist districts in preparation for the fiscal year end and start of the new fiscal year process. eSchooldata conference was held on May 10th, including EOY processes and enhancements to the software. GuruBoards, eSD Data Dashboards were highlighted.

Comments on 793 Plan highlights:

- Clark wanted to know if there were any dates to turn off any programs. Rosanne commented saying she would look into this and if there were any, she would get the information out. She did not believe there were any at this time.

2014 – 2015 Statewide RIC Goals update – Rosanne Huffcut

- WNYRIC team provided testing and troubleshooting for CBT platforms and regularly provided input to SED for improvements. SED acknowledged the team's efforts and support for the process.
- Library system is still making decisions on whether or not to add new sites through the WNYRIC internet connection. There have been preliminary conversations with the library system in Orleans Niagara as well.
- Common Data views for ELA were released through the DW reports on May 18th. June reports will be released on the 3rd.

Comments on Statewide RIC Goals:

- There was discussion around the data of SWD who reached the 55-65 threshold. Rosanne will get that information out to the District Superintendents that can come from the Level 1 DW. Any student system data would need to be verified by districts as that information is not in the Level 1 DW. The district superintendents will submit what they can by the Tuesday deadline and await further information from NYSED.
- There was discussion on the support of internet service to the Library systems. Dr. O'Rourke asked if the RIC changed its approach to the way in which the original pilot libraries were

served versus the way the RIC is moving forward concerning subsequent Library connections? Carol explained there is no change in the technology solution. The technology solution that was piloted was for a connection to go from the public library to a local school with centrally managed content filtering. This is still the technology solution.

- Has the cost changed significantly? The only costs that the library system paid in the pilot was the circuit cost per the erate bid and the fee for WNYRIC to bid and file Erate on behalf of the circuits ordered through Erie 1 BOCES Erate bid. The costs that the library system would incur now that the solution has proven effective and efficient would be technical time to add on additional sites, support for VPNs/DNS and the circuit, and centralized filtering. These costs were not known until we had experienced what it took to support in the pilot phase and prove that it would work. The centralized content filtering solution is possible due to an expenditure made by Erie 1 BOCES/WNYRIC. The used/loan equipment that the 2 pilot sites are running on now will not support the anticipated expansion. The costs that the libraries avoid by the district partnership where they ride the broadband circuit to the RIC are the broadband circuit cost and the Internet Service costs. This is already being paid by the district. The two libraries that are up and running after the pilot phase are Brocton and Westfield. The Chatauqua Cattaraugus System has not made a decision on moving forward on more sites at this time. There was also an initial meeting with the North Tonawanda public library and No. Tonawanda Public Schools. After that discussion, the library should discuss future planning with their library system and then get back to the WNYRIC if they want to follow through on more conversation. Dr. Godshall asked to have talking points in case he is approached. This paragraph previously can be used for that. For any additional information, the contact is Jan Mathis. jmathis@elb.org

Standards Committee Minutes and Resolutions (Jan Mathis):

For Discussion:

Tablet Devices on Standards follow up discussion:

- Val sent draft revision of standards list on 2/11/16 to the committee for review. Standards Committee preferred the new structure of listing sub categories of A. Desktops, B.Laptops, C. Tablets and D. Chromebooks under category 1. Computers.
- Sub-Category column would list A, B, C or D for each item listed.
- Revised standards list will include the two requirements (noted below) for the Communication Equipment and VoIP that was approved at the February meeting:

1. At least 2 districts from 2 separate BOCES must complete an Add Form for Communication Equipment and VoIP.

2. Both districts must complete a Proof of Concept and report back to the committee

Val will prepare the restructured Standards list and send it to the Standards Committee for an online voter approval

Follow up on Add request form from Frank Rizzo (Alden Schools) for Specops Deploy:

- Frank Rizzo decided to not pursue doing a pilot of Specops because it was not cost effective.
- Specops is supported through CNYRIC and OCM if Frank Rizzo (Alden) is interested in doing a cross contract

Add form request from Kirsten Calkins (Alfred Almond) for ASUS C202 Chromebooks:

- Alfred Almond has been using the Chromebooks for about six weeks.
- District compared devices with other models and talked with other districts.

- Terry Caleb passed the device around to the group. The MSRP is at \$229.
- Benefits of this device includes is that it's developed for students and is sturdy and spill resistant.
- It has a single hinge display and can be viewed from all angles.
- Device has 4 key modular that can be replaced/repared.
- Keys are 15% larger and have raised letters on them. It has 10 hours of battery life.
- Chris Gyr is also interested at looking at these Chromebooks for Genesee Valley CSD.
- Sheldon Soman made a motion to approve the add form for Asus C202 Chromebooks and to remove the comment "Tablet and Asus C100 Rockship Flip Only" for Asus listed under category 1. Computers. Bob Spino seconded the motion and the motion carried unanimously (10 yes/0 no).

Category review:

- 8. Scanners—no changes
 - 13. Virtualization
 - Jan will find out from district technology coordinators if anyone is using VMWare Fusion or nComputing and will review category again in August for possible NNI.
 - 18. End Point Management—no changes
 - 19. UPS
 - Add APC to UPS category. Notes from meeting on August 7, 2013:
 - *Cannot support equipment that is attached and not moveable.*
 - *Tripp Lite is not on maintenance and batteries are not covered. Vitec does support APC UPS.*
 - *Committee agreed that UPS should be added as a category and standardized.*
 - Category 6. Plotters (follow up):
 - These have changed to large format printers. Jan will ask Michelle Okal-Frink if these are included through CSLO. Plotters are not part of CSLO.
- Marty Wende made a motion to make the above changes to the Standards list. The motion was seconded by Ron LaVere and the motion carried unanimously (10 yes/0 no).

Below are two (2) recommendations for WNYRIC Advisory Council action:

Motion 1: Sheldon Soman made a motion to approve the add form for Asus C202 Chrombooks and to remove the comment "Tablet and Asus C100 Rockship Flip Only" for Asus listed under category 1. Computers. Seconded by Bob Spino Vote results: 10 yes/0 no (unanimous)

Motion 2: Marty Wende made a motion to add APC under category 9. UPS. Seconded by Ron LaVere Vote results: 10 yes/0 no (unanimous)

Advisory Council approval at this time. Motion to approve the (2) recommendations and a portion of May 4th Committee Meeting Minutes. Motion by Clarke Godshall and seconded by David O'Rourke. The motion carried unanimously (11 yes/0 no/1 abstain)

The below portion under review was discussed at the March 17th meeting and was noted in those minutes. Those minutes were then approved at the May 27th meeting. Jan Mathis will discuss further on the two BOCES sharing and talk with Standards about the concerns raised on this at Advisory Council. The content of the discussion will be brought back to the next Advisory Council meeting after it is discussed again at Standards for clarification.

Revised standards list will include the two requirements for the Communication Equipment and VoIP that was approved at the February meeting:

- 1. At least 2 districts from 2 separate BOCES must complete an Add Form for Communication Equipment and VoIP.*
- 2. Both districts must complete a Proof of Concept and report back to the committee.*

Informational update:

➤ **XP Machines still on network – update – Jan Mathis**

- An email was sent out to superintendents after last meeting regarding their XP machines
- Email will be going out to specific districts explaining how many machines that they have.
- Question was asked if the number coming down at all? Answer - Not really, hopefully during the summer they will as districts swap out machines with summer installs.

➤ **Meeting dates for 16-17:**

- September 29
- December 8
- March 30
- May 26
 - It was suggested by Clark Godshall to change the May 26th date to the week before. Change date to a Thursday.
 - It was also suggested not to have the Advisory Council attached to the JMT event
 - This will be followed up on and changed. Once the new membership is confirmed by the district superintendents, invitations will be sent. Membership and attendance will be sent to each DS for their regional decisions about membership.

Round table with each region- Greg asked if there were any questions/issues from each area:

- GST - No
- CA – No
- ON – Energy Savings Program the numbers looked really good and he feels that he is not saving what he thought. Jan to follow up with Joe R. regarding the power savings and someone will get back to Dr. Godshall.
- Erie 2 – No
- Erie 1 – No

Greg congratulated Carol on her retirement.

Motion to adjourn meeting at 2:00 by David O'Rourke seconded by Clark Godshall

Respectfully submitted by: Pat Hochadel